

WESTPORT CENTER FOR SENIOR ACTIVITIES



21 Imperial Avenue
Westport, CT 06880
(203) 341-5099

**REGISTERING FOR CLASSES ON
MYACTIVECENTER**

PLEASE FOLLOW THE RED ARROWS WITH INSTRUCTIONS.

1) Sign into MyActiveCenter with your username and password.

The screenshot shows a web browser window with multiple tabs. The active tab is 'myactivecenter.com'. The website header includes the 'myactivecenter' logo, a shopping cart icon, and navigation links for 'Home', 'Centers', 'New Users', and 'Sign In'. A red arrow points to the 'Sign In' link. Below the header is a large banner image of four people running in a park, with the text 'Stay Active' and a subtext 'Browse thousands of events at hundreds of senior centers in the US and Canada.' Below the banner, there are three columns of text. The left column is titled 'How It Works' and describes the process of activating an account using a 'MySeniorCenter Key Tag'. The middle column is titled 'Easy' and states that the service is designed for ease of use. The right column is titled 'Secure' and states that sensitive data is stored securely. Below these columns is a section titled 'Closest Centers' with a location filter 'near 06614' and a 'Change Location' link. At the bottom, there are three cards for 'The Center', 'Mohler Senior Center', and 'East Windsor Township'. The Windows taskbar is visible at the bottom of the screen.

****Make sure you have chosen WESTPORT CENTER FOR SENIOR ACTIVITIES as your senior center, so you can view our class offerings for Fall 2020.**

2) When you sign in, you are automatically brought to the Activities Page, where you can view the full list of classes.

The screenshot shows the myactivecenter website interface. The browser's address bar displays the URL: myactivecenter.com/#centers/USA.CT.Westport.Westport-Center-For-Senior-Activities. The website header includes the myactivecenter logo, navigation links for Home, Centers, and a user profile for Hi Felicia. The main heading is "Westport Center For Senior Activities". Below this, there are tabs for Activities, Groups, and About, with "Activities" being the active tab. A search bar and a "Filters" dropdown are present. The text "Showing 44 activities after Aug 28th in All categories" is displayed. The list of activities includes:

- 3D Origami With Nor**
10:00 am - 12:00 pm (2 hours)
Learning & Social
Description: Nor Smitobol will be teaching a class in 3-D origami sculpture. Learn to make the basic fold and then create 3-dimensional sculptures.
Price: \$7
Details button
- Advanced Writers Workshop - Thursday 10:30 AM**
10:30 am - 12:30 pm (2 hours)
Learning & Social
Description: Now in its fourth year, the Writer's Workshop at the WCSA continues to inspire and support the individual exploration and creative goals of each participant. We welcome both experienced writers ...
Price: \$80
Details button
- Advanced Writers Workshop - Thursday 1:30 PM**
1:30 pm - 3:30 pm (2 hours)
Learning & Social
Description: Now in its fourth year, the Writer's Workshop at the WCSA continues to inspire and support the individual exploration and creative goals of each participant. We welcome both experienced writers ...
Price: \$80
Details button
- Advanced Writers Workshop - Tuesday 10:30 AM**
10:30 am - 12:30 pm (2 hours)
Learning & Social
Description: Now in its fourth year, the Writer's Workshop at the WCSA continues to inspire and support the individual exploration and creative goals of each participant. We welcome both experienced writers ...
Price: \$80
Details button
- Advanced Writers Workshop - Tuesday 1:30 PM**
1:30 pm - 3:30 pm (2 hours)
Learning & Social
Description: Now in its fourth year, the Writer's Workshop at the WCSA continues to inspire and support the individual exploration and creative goals of each participant. We welcome both experienced writers ...
Price: \$80
Details button

On the right side, there is a sidebar with a "Westport Center For Senior Activities" summary card showing the location (21 Imperial Ave, Westport, CT 06880) and contact information (203-341-5099). Below this is a map of the area. A "feedback" button is visible on the far right. The Windows taskbar at the bottom shows the date and time as 2:40 PM on 8/28/2020.

3) Once you find the class or classes you are interested in registering for, you can click on the details button, which will bring you to the class description and the calendar.

myactivecenter

Westport Center For Senior Activities

Activities Groups About

Activities > Just for Women

Just for Women

3:30 pm - 4:30 pm 1 hour

Learning & Social

This women's group will be an open forum for discussion. This group will meet the first and third month. Personal stories shared within the group will remain strictly confidential. Pre-registration is required. None

To register, select one or more upcoming times.

SERIES This activity has been grouped into series. Upcoming dates in the same series will be automatically selected (series require that you register for all upcoming dates in the series).

September 2020

Mon	Tue	Wed	Thu	Fri
31	1	2	3 3:30pm - 4:30pm	4
7	8	9	10	11
14	15	16	17 3:30pm - 4:30pm	18
21	22	23	24	25
28	29	30	1	2

month week < >

2:42 PM 8/28/2020

- 4) In the calendar, you will see the first date of the class you want to register for, with a fee attached. Click on that button. A box will pop up that says, *for example*, “The date you selected is part of a series. If you wish to enroll in all 8 activities from Sep 3rd, 2020 to Dec 17th, 2020, click Continue.” You **MUST** register for the entire series of classes, so click the Continue button.

The screenshot shows a web browser window with multiple tabs. The active tab is 'myactivecenter.com/#centers/USA.CT.Westport.Westport-Center-For-Senior-Activities/activities/1057'. The website header includes the 'myactivecenter' logo and navigation links for Home, Centers, and a user profile 'Hi Felicia'. The main content area is titled 'Westport Center For Senior Activities' and shows a 'Just for Women' activity. The activity details include a time slot of 3:30 pm - 4:30 pm, a duration of 1 hour, and a fee of 'FREE'. A 'Series' section indicates 'Just for Women series' from Sep 3rd, 2020 to Dec 17th, 2020, with a total of 8 activities. A 'Series Registration' pop-up box is displayed over the calendar, stating: 'The date you selected is part of a series. If you wish to enroll in all 8 activities from Sep 3rd, 2020 to Dec 17th, 2020, click Continue.' The pop-up has 'Cancel' and 'Continue' buttons. A red arrow points to the 'Continue' button. The calendar shows the month of September 2020, with the 3rd and 17th highlighted as the first and last dates of the series. The Windows taskbar at the bottom shows the date as 8/28/2020 and the time as 2:42 PM.

Constant Contact x | Sign in to ClientTrack x | (3) Westport Senior Center | Face x | Log In - MySeniorCenter x | MyActiveCenter - a free service f x | The Weight - Remastered - T x | +

myactivecenter.com/#centers/USA.CT.Westport.Westport-Center-For-Senior-Activities/activities/1057

Apps WestportNow.com... 411 - Google Search New Tab Constant Contact Westport, CT | Home Log In - MySeniorC... Home | mytutorial... YouTube - WCSA Westport Senior Ce... Meal Drive Thru Fin...

myactivecenter

Home Centers Hi Felicia

Activities Groups About

Westport Center For Senior Activities

Activities Just for Women

Just for Women

3:30 pm - 4:30 pm 1 hour

Learning & Social

This women's group will be an open forum for discussion. This group will meet the first and third month. Personal stories shared within the group will remain strictly confidential. Pre-registration is required. None

To register, select one or more upcoming

SERIES This activity has been grouped in automatically selected (series require that you

September 2020

Mon Tue Wed Thu Fri

31 1 2 3 4

7 8 9 10 11

14 15 16 17 18

21 22 23 24 25

28 29 30

Series Registration

The date you selected is part of a series. If you wish to enroll in all 8 activities from Sep 3rd, 2020 to Dec 17th, 2020, click **Continue**.

Cancel Continue

feedback

Type here to search

2:42 PM 8/28/2020

5) When you click continue, you will note that a box has popped up with all of the dates of the class you are registering for, with a green register button.

The screenshot shows a web browser window with multiple tabs. The active tab is 'myactivecenter.com/#centers/USA.CT.Westport.Westport-Center-For-Senior-Activities/activities/1057'. The website header includes the 'myactivecenter' logo and navigation links for 'Home', 'Centers', and 'Hi Felicia'. The main content area is titled 'Westport Center For Senior Activities' and shows a list of activities. The selected activity is 'Just for Women', which is a 'FREE' series. The activity description states: 'This women's group will be an open forum for discussion. This group will meet the first and third month. Personal stories shared within the group will remain strictly confidential. Pre-registration is required. None'. Below the description, there is a calendar for September 2020. The calendar shows dates from 31st to 25th. The dates 3rd, 10th, 17th, and 24th are highlighted in green, indicating the activity dates. A red arrow points to the 'Register' button, which is located next to the 'Clear' button. A 'feedback' button is visible on the right side of the page.

myactivecenter

Westport Center For Senior Activities

Activities Just for Women

Just for Women

3:30 pm - 4:30 pm 1 hour

Learning & Social

This women's group will be an open forum for discussion. This group will meet the first and third month. Personal stories shared within the group will remain strictly confidential. Pre-registration is required. None

Thu 9/3 Thu 9/17 Thu 10/1 Thu 10/15 Thu 11/5 Thu 11/19 Thu 12/3
Thu 12/17

Clear Register

SERIES This activity has been grouped into series. Upcoming dates in the same series will be automatically selected (series require that you register for all upcoming dates in the series).

September 2020

Mon	Tue	Wed	Thu	Fri
31	1	2	3 3:30pm - 4:30pm	4
7	8	9	10	11
14	15	16	17 3:30pm - 4:30pm	18
21	22	23	24	25

Windows taskbar: Type here to search, 2:43 PM 8/28/2020

6) Once you click on the register button, a box pops up with all of the dates of the class you are registering for.

The screenshot shows a web browser window with the URL `myactivecenter.com/#centers/USA.CT.Westport.Westport-Center-For-Senior-Activities/activities/1057`. The page displays the 'Westport Center For Senior Activities' and the 'Just for Women' activity. A modal box titled 'Activity Registration' is open, showing a list of dates for the 'Just for Women series'. A red arrow points to the 'Register' button at the bottom of the modal.

Name	Dates	Price
Just for Women series	Sep 3rd 3:30 pm - 4:30 pm	\$0
	Sep 17th 3:30 pm - 4:30 pm	
	Oct 1st 3:30 pm - 4:30 pm	
	Oct 15th 3:30 pm - 4:30 pm	
	Nov 5th 3:30 pm - 4:30 pm	
	Nov 19th 3:30 pm - 4:30 pm	
	Dec 3rd 3:30 pm - 4:30 pm	
	Dec 17th 3:30 pm - 4:30 pm	

Total \$0.00

Cancel Register

A green register button will appear at the bottom of that box. When you click on the green Register button, you are then directed to another box that pops up.

- 7) To go to your shopping cart to pay for the class(es) you selected and would like to register for, click on the green Checkout button. If you would like to register for another class, click on the Continue Shopping button, just below the green Checkout button.

The screenshot displays the MyActiveCenter website interface. At the top, the browser's address bar shows the URL: `myactivecenter.com/#centers/USA,CT.Westport.Westport-Center-For-Senior-Activities/activities/1325`. The website header includes the "myactivecenter" logo and navigation links for "Home", "Centers", and "Hi Felicia". The main content area is titled "Westport Center For Senior Activities" and features a "TRAINING" section with a "Learning & Social" activity scheduled for 10:00 am - 11:00 am. A calendar for September 2020 is visible below the activity details.

A modal window titled "Activity Registration" is overlaid on the page, displaying a "Thank You!" message. The modal contains the following text:

This activity has been added to your MyActiveCenter shopping cart.

Would you like to pay now? **Your registration is not confirmed until you complete the checkout.** To secure your spot(s), go to your [shopping cart](#) and pay for the activity now.

You can also continue shopping for other activities and pay after you have finished adding them to your cart.

The modal includes two buttons: a green "Checkout" button and a grey "Continue Shopping" button. A red arrow points to the "Checkout" button.

On the right side of the website, a shopping cart summary is visible, showing a total of \$20 and 9 total activities.

The Windows taskbar at the bottom of the screen shows the time as 3:53 PM on 9/1/2020.

8) Once you are in your Shopping Cart, you can pay for the class(es) you registered for. You must enter your credit card information at the bottom of the screen, including credit card number, expiration date and the CVV 3-digit code (or 4-digit code if you are using American Express). Once you are done entering your information, click “Pay Now” and you have just completed the online registration process!

myactivecenter.com/#cart

myactivecenter

Shopping Cart

Westport Center For Senior Activities

TRAINING

Learning & Social

Description: None

☒ TRAINING series

- ☐ Wed, Sep 30, 2020 @ 10:00 am - 11:00 am (1 hour)
- ☐ Wed, Oct 7, 2020 @ 10:00 am - 11:00 am (1 hour)
- ☐ Wed, Oct 14, 2020 @ 10:00 am - 11:00 am (1 hour)
- ☐ Wed, Oct 21, 2020 @ 10:00 am - 11:00 am (1 hour)
- ☐ Wed, Oct 28, 2020 @ 10:00 am - 11:00 am (1 hour)
- ☐ Wed, Nov 4, 2020 @ 10:00 am - 11:00 am (1 hour)
- ☐ Wed, Nov 11, 2020 @ 10:00 am - 11:00 am (1 hour)
- ☐ Wed, Nov 18, 2020 @ 10:00 am - 11:00 am (1 hour)
- ☐ Wed, Nov 25, 2020 @ 10:00 am - 11:00 am (1 hour)

\$20

Details

Unregister

Card number:

Expiration Date: MMYY

CVV: 3 digit code

Continue Shopping Pay Now

TO WATCH A VIDEO TUTORIAL OF HOW TO SET UP YOUR MYACTIVECENTER ACCOUNT AND HOW TO REGISTER FOR CLASSES ON MYACTIVECENTER, PLEASE CLICK ON THE LINK BELOW.

(If you click on the link and it does not take you to the video directly, copy the link and paste it in your URL browser.)

<https://www.mytutorialcenter.com/myactivecenter>